



Contractors'

TOOL KIT

For Building Your Business
with State Government



Procurement Division
California Department of General Services





Contractors'

TOOL KIT

A Tool Kit to assist you in marketing your products and/or services to state and local government agencies, school districts, utilities and other entities authorized to expend public funds. The following items are provided in your CMAS Contractors' Tool Kit:



Phone numbers and Web Sites

Use this as a resource for your marketing needs.

Internet Hot Link Form and CMAS Logo

Complete and return this form to obtain a hot link from the contract list on the CMAS web site to your web site.



Quarterly Reports

CMAS contractors must submit quarterly CMAS business activity reports. This section explains the information required, the quarterly due date schedule, and the activity report format.

Contractor Contact Name or Address Change Form

Complete this form and fax it to CMAS if your CMAS contract representative or company address changes from your original submission.



Delegation Holders

An explanation of the various types of purchasing authority held by State agencies and the names and telephone numbers of state departmental purchasing agents.

Local Government Sales

Local government CMAS sales for the last fiscal year—identifies a market for your business within local government agencies and school districts.





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Phone numbers and Web Sites



California Multiple Award Schedules Phone Numbers & Web Sites

California Multiple Award Schedules (CMAS)

General Assistance:

(916) 375-4363

(916) 375-4663 (fax)

www.dgs.ca.gov/pd

California On-Line Directory

www.cold.ca.gov

Copy of State Budget

Purchase from:

Legislative Bill Room Service

State Capitol, Room B-32

Sacramento CA 95814

There is a charge for the budget copy.
Walk-in purchases only; mail-in requests
not accepted.

Office of Small Business & DVBE Certification

General Assistance:

(916) 375-4940

www.dgs.ca.gov/pd

—click on Small Business

State Contracting and Purchasing Officials Directory

www.dgs.ca.gov/pd

—click on Small Business

—click on State Contracting &
Purchasing Officials Directory

California Department of Education

www.cde.ca.gov

City and County Information

League of California Cities:

www.cacities.org

Address Label Ordering Information:

League of California Cities

Attn: Label Processor

1400 K Street, 4th Floor

Sacramento, CA 95814

(916) 658-8241

(916) 658-8220 (fax)

City and County Web Site:

www.infospace.com

Federal Supply Schedule Information

(800) 488-3111 (select option 3)

www.gsaelibrary.gsa.gov

Organizations

**California Association of Public
Purchasing Officers (CAPPO):**

www.cappo.org

**California Association of School
Business Officers (CASBO):**

www.casbo.org



**CMAS Unit • Department of General Services • Procurement Division
707 3rd Street, 2nd Floor • West Sacramento, CA 95605-2811
(916) 375-4363 • www.dgs.ca.gov/pd**



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**Internet Hot Link Form
and CMAS Logo**

**Marketing Tool
For
CMAS Contractors**

Internet Hot Link

We will provide a hot link from the list of CMAS contractors to your site **after your CMAS contract has been awarded.** There will be a link attached to every one of your contracts. **In order to qualify,** the contractor site should contain CMAS specific content such as:

- 1.) CMAS contract number(s)
- 2.) Term of contract
- 3.) Contact person and phone number
- 4.) A simple description or paragraph identifying the contract or the full on-line contract.

We will only provide this marketing tool to sites with CMAS material. The CMAS Internet site is **www.dgs.ca.gov/pd**

To request a hot link, please fill out the following information and mail to the address below or fax to Garrett Potter's attention at **(916) 375-4663.**

Contractor Name	
Contact Name	
Telephone Number	
Contractor Internet Address	
CMAS Contract Number(s)	

Mail request to:

CMAS Unit
707 Third Street, 2nd Floor
West Sacramento, CA 95605-2811
ATTN: GARETT POTTER

CMAS Logo

Upon award of a CMAS contract, the CMAS logo “CMAS Approved Contractor” is available for your use to display at conferences or on other marketing material. You may request a copy of the logo by contacting the CMAS Unit at (916) 375-4363 or e-mail CMAS@dgs.ca.gov. The logo is available in black and white and also in color. They are available in two formats: tiff and jpeg. The tiff format is for print and jpeg is for web use.

You may not be able to “open” all of the logo formats. Save the logos to disk, e.g. in a folder on your hard drive. Then open your document and “insert”, “import”, or “place” the required logo (picture) from the file.

Size the logo using the **corner** handles only. Do not use the center side, top or bottom handles as that stretches the logo disproportionately.

For the Macintosh version or two color (black and yellow or blue and yellow) logo or for any other questions about the artwork, please e-mail mary.purvis@dgs.ca.gov or call Mary Purvis at (916) 375-4573.



Contractors'

TOOL KIT

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Quarterly Reports

CMAS CONTRACTOR PACKET

SECTION 11 – QUARTERLY REPORTS (MANDATORY)

Separate Report Per Contract	<p>CMAS contractors are required to submit quarterly business activity reports.</p> <p>A separate report is required for each contract, as differentiated by alpha suffix <u>even when there is no activity</u>.</p>
Delinquent Reports	<p>New contracts and extensions or renewals of existing contracts will be approved ONLY if all due quarterly reports have been submitted.</p> <p>Delinquent reports could also result in contract termination.</p>
Reseller Sales Activity	<p>Contractors must report the sales activity for all resellers listed in their contract.</p>
Mandatory Format	<p>Any report that does not follow the required format (see Exhibit L) or that excludes required information will be deemed incomplete and unacceptable.</p>
Required Information	<p>The report must include the following information:</p> <ul style="list-style-type: none">• Agency name• Purchase order number• Purchase order date• Agency billing code• Pre-tax total purchase order cost (invoice amount is NOT acceptable)• Agency contact name• Agency address• Agency telephone number• Total dollars for the quarter
Total All Purchase Orders	<p>The total dollars for the quarter should be a sum of the total dollars per purchase order for all purchase orders. <u>It is NOT the sum of monies invoiced or payment received.</u></p>
Purchase Orders for Services	<p>For services, the amount to be reported on the quarterly report is the total cost for the service on the purchase order (one time), NOT the incremental amount being invoiced repeatedly each month after service is rendered. If the original purchase order is amended, only the amended amount should be reported in the quarter the amendment was issued.</p>

CMAS CONTRACTOR PACKET

SECTION 11 – QUARTERLY REPORTS (MANDATORY)

Tax Not Included	Tax must NOT be included on the quarterly report, even if included on the purchase order.
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Report Once Only	The purchase order total value should only be reported <u>once</u> in the quarter identified by the purchase order date regardless of when the services were performed, products delivered, purchase orders invoiced, or payments received. <u>Do not report services incrementally subsequent to delivery.</u>
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Report Due Date	Quarterly reports are required within two weeks after the end of March, June, September, and December of each <u>calendar</u> year. <table><tr><td>Calendar Quarter 1 (JAN 1 to MAR 31)</td><td>Due APR 15</td></tr><tr><td>Calendar Quarter 2 (APR 1 to JUN 30)</td><td>Due JUL 15</td></tr><tr><td>Calendar Quarter 3 (JUL 1 to SEP 30)</td><td>Due OCT 15</td></tr><tr><td>Calendar Quarter 4 (OCT 1 to DEC 31)</td><td>Due JAN 15</td></tr></table>	Calendar Quarter 1 (JAN 1 to MAR 31)	Due APR 15	Calendar Quarter 2 (APR 1 to JUN 30)	Due JUL 15	Calendar Quarter 3 (JUL 1 to SEP 30)	Due OCT 15	Calendar Quarter 4 (OCT 1 to DEC 31)	Due JAN 15
Calendar Quarter 1 (JAN 1 to MAR 31)	Due APR 15								
Calendar Quarter 2 (APR 1 to JUN 30)	Due JUL 15								
Calendar Quarter 3 (JUL 1 to SEP 30)	Due OCT 15								
Calendar Quarter 4 (OCT 1 to DEC 31)	Due JAN 15								

No Activity	A report is required even when there is no activity.
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Where to send report?	Mail, facsimile or Email quarterly reports to the following: Department of General Services (DGS) Procurement Division – CMAS Unit 707 Third Street, Second Floor West Sacramento, CA 95605 Attention: Quarterly Report Processing Facsimile: 916/375-4663 Email address: cmas@dgs.ca.gov
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CMAS CONTRACTOR PACKET

EXHIBIT L – CMAS QUARTERLY BUSINESS ACTIVITY REPORT REQUIRED FORMAT (A REPORT IS REQUIRED EVEN WHEN NO ACTIVITY)

1. Calendar Quarter Number: (Quarter # and Year)
2. CMAS Contract Number: XX-XX-XX-XXXXX (including alpha suffix if applicable)
3. Contractor: Company Name and Address
4. Contractor Contact: Name and Phone Number

5.	6.	7.	8.	9.	10.	11.	12.
Agency Name	Purchase Order (PO) Number	Purchase Order Date	Agency Billing Code	Total Dollars per Purchase Order	Agency Contact	Agency Address	Phone Number
			FORMAT				

13. Total dollars for quarter: \$_____

The Quarterly Report must contain all of the above data elements, but may be in a landscape report format.

1. Identify the calendar quarter number and year for the report you are submitting.
2. Identify your company's CMAS contract number. A separate report is required for each contract, as differentiated by alpha suffix (if applicable). Multiple contracts on Std. 65 State purchase order form should be itemized by contract number. For each individual contract (as differentiated by alpha suffix), identify and group together the contract number with line items and subtotal per contract number (do not include tax in the subtotal).
3. Identify your company name and mailing address.
4. Identify the company contact and phone number for the CMAS contract or the person preparing and submitting the report.
5. Identify the State agency or local government agency that issued the CMAS order.
6. Identify the purchase order number (and amendment number if applicable) on the order form. This is not your invoice number. This is the number the State agency or local government agency assigns to the order.
7. Identify the date the purchase order was issued. This is not the date you received, accepted, or invoiced the order.
8. Identify the State agency billing code. This is a five-digit number identified on the upper right hand corner of the Std. 65 purchase order form. You must identify this number on all purchases made by State of California agencies. Local government agencies will not reference a billing code. You may leave this blank for local government agency orders.
9. Identify the total dollars of the order before tax. Tax must NOT be included in the quarterly report, even if the agency includes tax on the purchase order. The total dollars per order should indicate the entire purchase order amount regardless of when you invoice order, perform services, deliver product, or receive payment. For amended orders, enter the incremental increase/decrease only.
10. Identify the "Bill To" agency or local government agency CONTACT on the purchase order.
11. Identify the "Bill To" agency or local government agency ADDRESS on the purchase order.
12. Identify the State agency or local government agency phone number on the purchase order.
13. Identify the total dollars pre-tax for all orders placed in that calendar quarter.

CMAS QUARTERLY BUSINESS ACTIVITY REPORT

Calendar Quarter Number:

(Quarter # and Year)

CMAS Contract Number:

XX-XX-XX-XXXX (including alpha suffix if applicable)

Contractor:

Company Name

Address

Contractor Contact:

Name

Phone Number[illegible]

Total dollars for quarter: \$

*** Tax must NOT be included in the quarterly report, even if the agency includes tax on the purchase order.**



Contractors'

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**Contractor Contact
Name or Address Change Form**

CMAS CONTRACTOR PACKET

EXHIBIT F – CONTRACTOR CONTACT NAME OR ADDRESS CHANGE

Contact Name Change

The contractor must complete this form to request a CMAS contact name or address change.

Sign and Date Form

Date: _____

Contractor Name: _____

Person Requesting Change (Print): _____

CMAS Contract Number(s): _____

Signature: _____

Contractor Distributes Change

The contractor is responsible for distributing the new contact name and phone number, etc., when the contract is distributed to agencies (upon request). A one-page insert is acceptable.

The contractor web site should also be updated, as applicable.

The CMAS Unit will include the contact name change information when the contract is next renewed or amended.

Where to Send Form

Department of General Services
Procurement Division/CMAS Unit
707 Third Street, Second Floor
West Sacramento, CA 95605
Attention: Application Processing
Phone: 916/375-4363 Fax: 916/375-4663

CHANGE CMAS CONTACT INFORMATION TO:

**THIS INFORMATION WILL BE PUBLISHED IN THE CMAS WEB SITE AND USED FOR ALL
CMAS BULLETINS AND OTHER CORRESPONDENCE**

CMAS Contact: _____

Address: _____

City/State/Zip: _____

Phone: _____ **Fax:** _____

Email: _____



Contractors'

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Delegation Holders

Delegation Holders

As the legal purchasing agent for the State of California, the Department of General Services, Procurement Division has been granted the ability to delegate to other state agencies the authority to buy supplies, equipment and Information Technology goods and services. The Procurement Division grants “delegations” to those agencies that have demonstrated the capability to make purchases that adhere to state statute and policy.

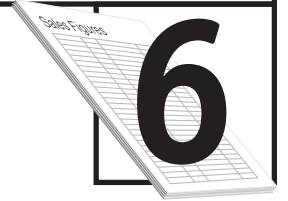
Find a current list of state Delegation Holders at **www.dgs.ca.gov/pd**

- Go to *Featured Links* on the right side of the page
- Click on *Delegation*
- Click on *List of Current Delegation Holders*



Contractors'

TOOL KIT



Local Government Sales

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Acalanes Union High School District	\$ 5,410.40
Acton-Agua Dulce Union School District	\$ 1,841.00
Air Quality Management District	\$ 191.00
Alameda County	\$ 53,053.45
Alameda County Housing Authority	\$ 10,247.00
Alum Rock Union School District	\$ 5,168.72
Alvord Unified School District	\$ 391,074.01
Amador County	\$ 16,826.13
Anaheim Elementary School District	\$ 34,672.90
Anaheim School District	\$ 64,469.28
Anaheim Union High School District	\$ 85,921.25
Anderson Union High School District	\$ 41,278.47
Antioch Unified School District	\$ 10,648.59
Apple Valley Unified School District	\$ 6,884.31
Armona Union Elementary School District	\$ 2,196.00
Atascadero Unified School District	\$ 10,541.79
Baldwin Park Unified School District	\$ 86,550.00
Banning Unified School District	\$ 91,253.07
Barstow Community College	\$ 70,240.55
Bassett Unified School District	\$ 30,260.92
Bear Valley Unified School District	\$ 12,244.45
Beaumont Unified School District	\$ 375.00
Bellflower Unified School District	\$ 671.05
Belmont-Redwood Shores Elementary School	\$ 11,395.88
Beverly Hills Unified School District	\$ 3,492.72
Black Oak Mine Unified School District	\$ 281.15
Borrego Springs Unified School District	\$ 89,050.79
Brea Olinda Unified School District	\$ 37,017.13
Burbank Unified School District	\$ 18,466.67
Butte Community College	\$ 75,125.00
Butte County Dept of Public Health	\$ 1,439.00
Butte County Superintendent of Schools	\$ 9,433.91
Butte-Glenn Community College District	\$ 388,673.55
Cabrillo Unified School District	\$ 9,056.03
Cajon Valley Union High School District	\$ 11,294.50
Calaveras County Water District	\$ 1,703.44
Calaveras Unified School District	\$ 11,287.53
Cambrian School District	\$ 62,075.67
Capistrano Beach Water District	\$ 7,847.75
Capistrano Unified School District	\$ 13,885.42

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Center Unified School District	\$ 22,157.42
Centinela Valley Union High School	\$ 3,288.60
Central Unified School District	\$ 25,377.36
Central Union High School District	\$ 1,570.60
Centralia School District	\$ 865,882.50
Ceres Unified School District	\$ 132,496.17
Cerritos Community College District	\$ 12,434.69
Chaffey Community College District	\$ 169,123.90
Chaffey Joint Union High School District	\$ 89,161.01
Charter Oak Unified School District	\$ 237.90
Chico Unified School District	\$ 3,958.05
Chino Valley Unified School District	\$ 11,620.77
Chula Vista Elementary School District	\$ 25,769.54
Citrus Community College	\$ 14,396.40
City College of San Francisco	\$ 10,552.00
City of Agoura Hills	\$ 51,418.00
City of Anaheim	\$ 1,361.00
City of Antioch	\$ 6,264.00
City of Arcadia	\$ 109.35
City of Arroyo Grande	\$ 1,102.81
City of Atascadero	\$ 124,740.64
City of Auburn	\$ 8,455.86
City of Azuza	\$ 158,074.64
City of Bakersfield	\$ 20,570.38
City of Banning	\$ 2,876.54
City of Brea	\$ 3,112.46
City of Brentwood	\$ 60,665.00
City of Burbank	\$ 341,427.65
City of Camarillo	\$ 956.00
City of Carlsbad	\$ 53,764.45
City of Cathedral City	\$ 950.00
City of Ceres	\$ 703.00
City of Cerritos	\$ 7,935.24
City of Chino Hills	\$ 9,186.00
City of Chula Vista	\$ 624.00
City of Compton	\$ 282,458.78
City of Concord	\$ 77,552.20
City of Corcoran	\$ 41,074.39
City of Corona	\$ 2,266.14
City of Costa Mesa	\$ 2,150.16

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
City of Cupertino	\$ 6,098.00
City of Cypress	\$ 13,213.83
City of Daly City	\$ 4,447.50
City of Downey	\$ 64,335.70
City of El Paso De Robles	\$ 1,022.92
City of El Segundo	\$ 930.85
City of Escalon	\$ 1,745.80
City of Eureka	\$ 6,813.08
City of Fontana	\$ 475.80
City of Foster City	\$ 402.42
City of Fountain Valley	\$ 119,966.67
City of Fremont	\$ 42,477.41
City of Fresno	\$ 448,334.23
City of Fresno Fleet Management Division	\$ 202,070.82
City of Fullerton	\$ 4,465.59
City of Garden Grove	\$ 9,497.67
City of Hanford	\$ 941.60
City of Hawthorne	\$ 25,505.00
City of Hayward	\$ 9,975.00
City of Healdsburg	\$ 2,911.56
City of Hemet	\$ 22,909.49
City of Hollister	\$ 110,853.32
City of Huntington Beach	\$ 208,402.87
City of Irvine	\$ 219,897.66
City of La Mesa	\$ 3,422.80
City of Laguna Niguel	\$ 538.13
City of Lakewood	\$ 2,228.93
City of Lodi	\$ 21,577.65
City of Long Beach	\$ 35,794.89
City of Los Angeles	\$ 301,522.11
City of Los Angeles Dept of Water and Power	\$ 36,500.00
City of Los Angeles Housing Authority	\$ 58,120.00
City of Manteca	\$ 33,239.00
City of Manteca Public Works	\$ 30,183.50
City of Martinez	\$ 52,843.32
City of Mission Viejo	\$ 14,182.00
City of Modesto	\$ 7,989.62
City of Monrovia	\$ 86,036.64
City of Montebello	\$ 214.00
City of Monterey	\$ 17,153.98

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
City of Mountain View	\$ 24,329.00
City of Napa	\$ 151,909.00
City of Newport Beach	\$ 176,952.34
City of Norco	\$ 978.25
City of Oakland	\$ 221,098.90
City of Ontario	\$ 16,991.60
City of Orange	\$ 259,856.15
City of Oxnard	\$ 5,306.28
City of Pacifica	\$ 8,105.70
City of Palm Desert	\$ 6,280.00
City of Palm Springs	\$ 239,006.78
City of Palmdale	\$ 39,586.04
City of Palo Alto	\$ 289.44
City of Patterson	\$ 17,804.26
City of Petaluma	\$ 852.74
City of Pico Rivera	\$ 65,656.38
City of Pittsburg	\$ 2,025.70
City of Pomona	\$ 377.62
City of Porterville	\$ 14,192.49
City of Rancho Cucamonga	\$ 757.56
City of Red Bluff	\$ 3,792.78
City of Redding	\$ 69,188.13
City of Redondo Beach	\$ 11,625.24
City of Richmond	\$ 5,393.80
City of Ripon	\$ 7,326.45
City of Riverbank	\$ 30,876.00
City of Riverside	\$ 33,075.92
City of Rohnert Park	\$ 3,551.00
City of Roseville	\$ 2,152.47
City of Sacramento	\$ 64,432.42
City of San Bernardino	\$ 2,069.00
City of San Bruno	\$ 400.00
City of San Buenaventura	\$ 99,638.91
City of San Carlos	\$ 574.93
City of San Clemente	\$ 4,095.88
City of San Diego	\$ 109,697.00
City of San Francisco	\$ 10,601.00
City of San Jose	\$ 23,760.54
City of San Leandro	\$ 151,915.04
City of San Marino	\$ 27.06

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
City of San Mateo	\$ 94,987.05
City of San Pablo	\$ 34,871.17
City of San Rafael	\$ 10,304.10
City of Santa Ana	\$ 3,079,193.85
City of Santa Clara	\$ 3,040.20
City of Santa Monica	\$ 25,878.48
City of Santa Rosa	\$ 1,633.44
City of Sausalito	\$ 5,289.00
City of Simi Valley	\$ 28,597.97
City of Suisun	\$ 71,549.20
City of Sunnyvale	\$ 7,965.40
City of Turlock	\$ 8,526.84
City of Tustin	\$ 65,945.11
City of Upland	\$ 1,715.70
City of Vacaville	\$ 69,015.36
City of Vallejo	\$ 20.00
City of Vernon	\$ 5,372.86
City of Victorville	\$ 7,850.51
City of Walnut	\$ 2,850.39
City of Walnut Creek	\$ 4,504.00
City of Westminster	\$ 801.00
City of Willits	\$ 3,087.55
City of Winters	\$ 3,087.00
City of Yuba City	\$ 40.00
Clovis Unified School District	\$ 263,236.66
Coachella Valley Unified School District	\$ 8,794.35
Coalinga-Huron Joint Unified School District	\$ 122,041.68
College of the Redwoods	\$ 7,490.00
Colton Joint Unified School District	\$ 131,333.00
Compton Unified School District	\$ 285,926.20
Conejo Valley Unified School District	\$ 253,786.50
Contra Costa College	\$ 1,946.98
Contra Costa County	\$ 219,054.35
Contra Costa County Office of Education	\$ 14,584.35
Corning Union Elementary School District	\$ 95,510.00
Corona-Norco Unified School District	\$ 663,511.17
Cotati-Rohnert Park Unified School District	\$ 56.64
Covina Valley Unified School District	\$ 17,485.33
Cypress School District	\$ 529.54
Davis Joint Union School District	\$ 16,079.79

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Delta Diablo Sanitation District	\$ 1,753.92
Desert Community College District	\$ 35,195.00
Downey Unified School District	\$ 164,804.70
Duarte Unified School District	\$ 123,417.89
East Bay Municipal Utility District	\$ 61,032.75
East Bay Regional Park District	\$ 5,268.00
Eastern Municipal Water District	\$ 190.00
El Dorado County	\$ 11,441.80
El Dorado Hills Community Services District	\$ 39,870.03
El Dorado Irrigation District	\$ 215,633.84
El Monte Union High School District	\$ 4,918,970.59
Elk Grove Unified School District	\$ 617.01
Elverta Joint School District	\$ 2,629.82
Empire Unified School District	\$ 80,549.87
Enterprise School District	\$ 1,980.13
Escondido Union High School District	\$ 457,489.70
Etiwanda School District	\$ 89,743.50
Exeter Unified School District	\$ 538.00
Fairfield-Suisun Unified School District	\$ 8,854.97
Fall River Joint Unified School District	\$ 5,163.10
Feather River Community College	\$ 3,075.80
Firebaugh-Las Deltas Unified School District	\$ 824,472.44
Folsom Cordova Unified School District	\$ 94,455.13
Fontana Unified School District	\$ 59,214.00
Franklin Elementary	\$ 443.00
Fremont Unified School District	\$ 238,924.26
Fresno County	\$ 135,137.60
Friant Water Users Authority	\$ 7,470.00
Fullerton Joint Union High School District	\$ 14,371.00
Fullerton School District	\$ 128,789.18
Galt Joint Union High School District	\$ 12,491.27
Garden Grove Unified School District	\$ 160,983.27
Grenada Elementary School District	\$ 255.51
Grossmont Union High School District	\$ 11,287.53
Groveland Community Services District	\$ 44.85
Guadalupe Union School District	\$ 244.00
Hacienda La Puente Unified School District	\$ 21,000.00
Hamilton Union High School District	\$ 17,965.88
Hanford Elementary School District	\$ 53,185.26
Hawthorne Elementary School District	\$ 46,871.45

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Hayward Area Recreation and Park District	\$ 666.00
Hayward Unified School District	\$ 56,750.00
Hemet Unified School District	\$ 889,125.72
Hesperia Unified School District	\$ 13,479.40
Hueneme School District	\$ 16,737.68
Humboldt County	\$ 246,220.65
Huntington Beach High School District	\$ 4,023.19
Huntington Beach Union High School District	\$ 32,061.80
Inglewood Unified School District	\$ 21,329.50
Inyo County	\$ 69,800.10
Irvine Unified School District	\$ 384.80
Jefferson Union High School District	\$ 43,431.00
Julian Union High School District	\$ 309.40
Jurupa Unified School District	\$ 6,346.89
Kerman Unified School District	\$ 1,634.13
Kern County	\$ 1,723,290.74
Kern County Medical Center	\$ 29,809.47
Kern County Sheriff's Department	\$ 2,212.68
Kern County Superintendent of Schools	\$ 111,405.60
Kern County Water Agency	\$ 11,406.88
Kern High School District	\$ 357.26
Kern Union High School District	\$ 671,374.89
Kings Canyon Unified School District	\$ 11,863.00
Kings County Office of Education	\$ 75,250.00
Kings County Superintendent of Schools	\$ 860.40
Kings River Union School District	\$ 147.03
Kit Carson Union Elementary School District	\$ 910.25
Konocti Unified School District	\$ 677.40
La Mesa-Spring Valley School District	\$ 129.58
La Puente Valley Regional Occupational Program	\$ 135.00
Lafayette School District	\$ 1,805.68
Lagunitas School District	\$ 255.16
Lake Elsinore Unified School District	\$ 277,788.85
Lake Tahoe Community College District	\$ 378.00
Lake Tahoe Unified School District	\$ 1,866.00
Las Virgenes Unified School District	\$ 327,645.58
Lassen County Mental Health	\$ 200.00
Lemoore Union Elementary School District	\$ 76,560.25
Liberty Union High School District	\$ 1,126.34
Lincoln Unified School District	\$ 80,880.00

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Livermore Valley Joint Union School District	\$ 7,963.38
Lodi Unified School District	\$ 125,438.64
Long Beach Community College District	\$ 2,110.68
Long Beach Unified School District	\$ 3,615.00
Los Alamitos Unified School District	\$ 8,360.84
Los Altos School District	\$ 149,346.40
Los Angeles Community College	\$ 3,799.94
Los Angeles County	\$ 9,155.80
Los Angeles Unified School District	\$ 183,527.06
Los Banos Unified School District	\$ 775.92
Los Rios Community College District	\$ 8,122.35
Lynwood Unified School District	\$ 34,855.43
Mammoth Lakes Fire Protection District	\$ 1,754.87
Mammoth Unified School District	\$ 45,251.06
Marin Community College District	\$ 127,684.23
Marin County	\$ 40,938.27
Marin County Office of Education	\$ 86.36
Marin County Sheriffs Office	\$ 76,930.60
Marin Municipal Water District	\$ 13,195.00
Marin Sonoma Mosquito and Vector Control	\$ 368.02
Martinez Unified School District	\$ 22,697.55
McCabe Union High School District	\$ 572.93
Mendocino Unified School District	\$ 1,408.44
Mendota Union School District	\$ 255.52
Menifee Union School District	\$ 300.00
Merced County Office of Education	\$ 5,347.30
Merced Irrigation District	\$ 2,285.52
Merced Union High School District	\$ 1,691.00
Metropolitan Education District	\$ 2,581.17
Metropolitan Transportation Commission	\$ 90,494.25
Metropolitan Water District of Southern California	\$ 657.00
Miracosta College District	\$ 624,660.10
Modesto Irrigation District	\$ 4,376.38
Modoc County	\$ 18,525.55
Montebello Unified School District	\$ 34,590.92
Monterey County	\$ 1,294.38
Monterey Peninsula Community College	\$ 401.10
Monterey Peninsula Unified School District	\$ 51,291.00
Moraga School District	\$ 557.37
Moreno Valley Unified School District	\$ 747,302.69

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Morgan Hill Unified School District	\$ 649.62
Mother Lode Union School District	\$ 25,182.98
Mount Diablo Unified School District	\$ 12,262.36
Mountain View School District	\$ 1,366,429.04
Mountain View-Los Altos Union High School	\$ 5,077.15
Murrieta Valley Unified School District	\$ 249,889.31
Napa College District	\$ 50,705.84
Napa County	\$ 27,228.38
Napa County Office of Education	\$ 14,994.69
Napa Valley Unified School District	\$ 41,321.05
National School District	\$ 11,341.31
Natomas Unified School District	\$ 137,816.10
Nevada County	\$ 2,708.20
Nevada Joint Union High School District	\$ 34,767.50
Newport-Mesa Unified School District	\$ 153,558.31
Niland Fire Protection Utility District	\$ 611,512.40
North County Fire Protection District	\$ 1,685.85
North Los Angeles County Regional Center	\$ 36,750.00
North Orange County Community College District	\$ 122,946.83
North Tahoe Public Utility District	\$ 5,362.14
Norwalk-La Mirada School	\$ 602.28
Novato Sanitary District	\$ 3,600.00
Novato Unified School District	\$ 3,253.68
Oak Grove School District	\$ 111.62
Oak Park Unified School District	\$ 1,694.00
Oakdale Unified School District	\$ 10,737.44
Oakland Unified School District	\$ 13,500.00
Oceanside Unified School District	\$ 7,158.99
Ohlone College	\$ 75,885.00
Ontario-Montclair School District	\$ 72,639.95
Orange County	\$ 270,320.89
Orange County Community Services for the Aged	\$ 129,757.88
Orange County Dept of Education	\$ 13,215.10
Orange County District Attorney	\$ 1,975.85
Orange County Sanitation Districts	\$ 1,082.40
Orange County Sheriffs Dept	\$ 590,514.46
Orange County Transportation Authority	\$ 124,473.00
Orange County Vector Control District	\$ 3,197.71
Orange County Water District	\$ 19,270.48
Orange Unified School District	\$ 114.39

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Orcutt Union School District	\$ 227,160.00
Oroville Elementary School District	\$ 2,550.42
Oroville Union High School District	\$ 5,590.00
Oxnard School District	\$ 13,108.42
Palm Springs Unified School District	\$ 213,212.95
Palmdale School District	\$ 84,526.07
Palo Alto Unified School District	\$ 628.80
Palos Verdes Peninsula Unified School District	\$ 119,120.23
Paramount Unified School District	\$ 73,450.39
Pasadena Area Community College District	\$ 87,816.00
Patterson Unified School District	\$ 30,362.44
Peralta Community College District	\$ 285,450.67
Perris Elementary School District	\$ 80,075.22
Perris Union High School District	\$ 48,681.54
Petaluma City Elementary Joint Union High	\$ 11,999.57
Petaluma School District	\$ 1,530.79
Piner-Olivet Union School District	\$ 435.10
Placentia Yorba Linda Unified School District	\$ 12,743.51
Placer County	\$ 13,112.21
Pleasant Valley School District-Camarillo	\$ 757,647.15
Plumas County Office of Emergency Services	\$ 208.85
Plumas Unified School District	\$ 233.92
Pomona Unified School District	\$ 344,468.01
Port of Oakland	\$ 14,871.60
Porterville Elementary School District	\$ 1,573.30
Porterville Union High School District	\$ 2,897.00
Poway Unified School District	\$ 15,302.00
Raisin City School District	\$ 462.60
Ramona Unified School District	\$ 47,212.52
Rancho Santiago Community College District	\$ 44,096.01
Red Bluff Joint Union High School District	\$ 3,564.42
Redlands Unified School District	\$ 949.18
Redondo Beach Police Dept	\$ 1,602.24
Redwood City School District	\$ 194.98
Rialto Unified School District	\$ 7,583.92
Rim of the World Unified School District	\$ 842.25
Rincon Valley Union School District	\$ 1,277.70
Rio Hondo Community College District	\$ 75,267.26
Riverdale Joint Unified School District	\$ 4,197.38
Riverside County	\$ 2,253.80

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Riverside Unified School District	\$ 93,495.53
Rocklin Unified School District	\$ 87,583.34
Romoland School District	\$ 49,116.90
Rosemead School District	\$ 1,296.00
Sacramento Air District	\$ 2,400.00
Sacramento Area Council of Governments	\$ 33,981.00
Sacramento City Unified School District	\$ 4,742.05
Sacramento County	\$ 303,748.83
Sacramento Metropolitan Fire District	\$ 185,920.00
Sacramento Municipal Utility District (SMUD)	\$ 17,168.00
Sacramento Regional Transit	\$ 376.50
Sacramento Superior and Municipal Courts	\$ 31,664.00
Sacramento Yolo Mosquito and Vector Control District	\$ 490.60
Saddleback Valley Unified School District	\$ 172,578.54
Salinas Union High School District	\$ 1,804.00
San Ardo Union Elementary School District	\$ 5,861.72
San Benito County	\$ 8,140.86
San Bernardino City Unified School District	\$ 6,813.78
San Bernardino Community College District	\$ 9,944.21
San Bernardino County	\$ 7,836.05
San Diego County	\$ 68,680.97
San Diego County Superindendant of Schools	\$ 17,716.85
San Diego County Water Authority	\$ 269,988.57
San Dieguito Union High School District	\$ 135,682.09
San Gabriel Unified School District	\$ 710.60
San Joaquin County	\$ 37,818.02
San Joaquin County Hospital	\$ 442.23
San Joaquin County Office of Education	\$ 12,907.83
San Joaquin Regional Transit District	\$ 89,777.97
San Joaquin Valley Air Pollution Control District	\$ 680.11
San Jose Unified School District	\$ 18,630.43
San Jose/Evergreen Community College District	\$ 172,353.00
San Juan Water District	\$ 61.19
San Lorenzo Unified School District	\$ 796,053.23
San Luis Coastal Unified School District	\$ 26,188.67
San Luis Obispo Council of Governments	\$ 6,741.00
San Luis Obispo County	\$ 300.00
San Mateo County	\$ 33,975.90
San Mateo County Community College District	\$ 27,677.00
San Mateo County Sheriffs Office	\$ 1,248.00

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
San Mateo County Transit District	\$ 467,433.61
San Pasquel Valley Unified School District	\$ 751.53
San Rafael City High School District	\$ 92.50
San Rafael City Schools	\$ 4,062.65
San Ramon Valley Unified School District	\$ 43,793.81
San Ysidro School District	\$ 103,818.69
Sanger Unified School District	\$ 22,028.90
Santa Ana Unified School District	\$ 7,099.17
Santa Barbara Community College District	\$ 914.94
Santa Barbara County Education Office	\$ 206.88
Santa Barbara School District	\$ 5,234.00
Santa Clara County	\$ 53,654.10
Santa Clara County Office of Education	\$ 4,880.00
Santa Clara Valley Transportation Authority	\$ 24,937.97
Santa Cruz Central Fire Protection District	\$ 507.00
Santa Cruz County Office of Education	\$ 265.00
Santa Maria Joint Union High School District	\$ 2,327.04
Santa Maria-Bonita School District	\$ 316.16
Santa Rosa City Schools	\$ 9,861.06
Saugus Union School District	\$ 1,712.00
Sequoia Union High School District	\$ 9,659.76
Shasta County	\$ 38,962.91
Shasta-Trinity Regional Occupational Program	\$ 61.00
Simi Valley Unified School District	\$ 17,891.07
Siskiyou County	\$ 37,899.53
Snowline Joint Unified School District	\$ 10,551.50
Solano County	\$ 737,103.73
Sonoma County	\$ 12,474.00
Sonoma Mountain County Water District	\$ 8,967.86
South Bay Union School District	\$ 16,698.06
South Pasadena Unified School District	\$ 111.62
South Tahoe Public Utility District	\$ 13,876.00
Stanislaus County	\$ 13,386.00
State Center Community College District	\$ 19,547.45
Stockton Unified School District	\$ 103,061.58
Stockton-East Water District	\$ 3,783.62
Summerville Union High School District	\$ 79.00
Surprise Valley Joint Unified School District	\$ 3,181.82
Sweetwater Union High School District	\$ 16,980.11
Taft City School District	\$ 1,537.50

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Tamalpais Union High School District	\$ 3,044.00
Temecula Valley Unified School District	\$ 867.72
Thermalito Union School	\$ 1,101.00
Town of Apple Valley	\$ 108,302.22
Town of Los Gatos	\$ 2,572.48
Town of Portola Valley	\$ 2,713.50
Tulare City School District	\$ 168,174.84
Tulare County	\$ 655,041.56
Turlock High School District	\$ 4,168.15
Turlock Joint Union High School District	\$ 467.79
Tustin Unified School District	\$ 30,148.58
Upland School District	\$ 21,936.26
Vacaville Unified School District	\$ 168,663.26
Val Verde Unified School District	\$ 146,770.88
Vallecitos School District	\$ 223.79
Vallejo City Unified School District	\$ 16,986.95
Ventura County	\$ 9,192.04
Ventura County Community College District	\$ 49,561.60
Ventura Unified School District	\$ 854.33
Victor Elementary School District	\$ 11,234.71
Vineland School District	\$ 6,423.35
Visalia Unified School District	\$ 378,294.57
Vista Del Mar Unified School District	\$ 1,363.60
Vista Unified School District	\$ 16,500.00
Wasco Recreation and Park District	\$ 48,329.54
Wasco Union High School District	\$ 4,659.00
Washington Union High School District	\$ 40.91
West Contra Costa Unified School District	\$ 14,216.00
West Covina Unified School District	\$ 51,240.74
West Kern Community College District	\$ 292.87
West Placer Unified School District	\$ 131.40
West Sonoma County Union High School District	\$ 1,522.03
Westminster School District	\$ 183,255.63
Westside Union School District	\$ 39,219.91
Whittier City School District	\$ 8,851.68
Whittier Union High School District	\$ 12,864.42
William S Hart Union High School District	\$ 187,706.20
Windsor Unified School District	\$ 506.19
Winters Joint Unified School District	\$ 1,809.60
Woodlake Union High School District	\$ 54,610.46

**LOCAL GOVERNMENT SALES
FISCAL YEAR 2001/2002**

Local Government Agency	Sales
Woodland Police Dept	\$ 450.00
Yolo County	\$ 148,033.67
Yreka Union School District	\$ 1,801.47
Yuba City Unified School District	\$ 158,802.00
Yuba County	\$ 165,757.75
Yucaipa-Calimesa Joint Unified School District	\$ 15,315.84
Total	\$ 43,865,573.12